

QUESTIONS & RESPONSES
FOR
RFP SCC-13-022-ITD

Third Party Electronic Payment Processing Services

	Question	SCC Response
1	Who is the current Third Party Electronic Payment Processor for the State Corporation Commission (SCC)?	Official Payments Corporation
2	When is the contract with the Third Party Electronic Payment Processor set to expire?	June 30, 2014
3	<p>Can you please disclose what the following Transaction's filing fees are?</p> <ul style="list-style-type: none"> • Real-time filing for New Virginia Corporations • Real-time filing for New Virginia Limited Liability Companies (LLCs) • PDF document submission for new Corporations and LLCs • PDF document submission for existing Corporations and LLCs • Uniform Commercial Code (UCC) filings PDF document submission of UCC financing statements and amendments • Certificates of Good Standing and Fact of Existence/Registration • Annual Registration Fees for Corporations and LLCs 	<p>All fees are located on the SCC, Clerk's Office webpage: http://www.scc.virginia.gov/clk/formfee.aspx http://www.scc.virginia.gov/clk/uccfile.aspx</p>
4	<p>Re: Point of Sale / Service Transaction Capability.</p> <p>4a) Are their cashiering stations located at the State Corporation Commission headquarters and the SCC Bureau of Financial Institutions Satellite offices?</p>	<p>There are cashiering stations located at the SCC's headquarters in Richmond VA. However, no cashiering stations are located at the SCC's Bureau of Financial Institutions Satellite office located in Roanoke VA.</p>
	4b) If so, how many cashiering stations per location?	The SCC, Clerk's Office public information area has two stations equipped to accept credit cards
	4c) What is the make/model of the existing card readers or equipment being used?	MagTek Dynamag, USB, Black, Keyboard Emulation and HID, MagneSafe 2.0, Reads tracks 1,2, and 3. Includes USB cable.
	4d) Is the existing equipment in 4c leased or purchased?	Purchased
	4e) Is pricing requested for Lease or Purchase?	Provide lease and purchase information.

	4f) It is noted that an API is required for accepting credit cards - what is the name of the application that the Processor will need to interface to?	SCC eFile.
5	In Reference to the Appendix G - Cumulative Chart. Can the "Total" column be broken out to indicate how many transactions were credit card and how many were eChecks?	Approximately 90% of transactions are credit card vs. eCheck
6	Can the Filing fee be listed for each Transaction type (e.g. eFile Corp Asmt Pay is \$10)	All fees are located on the SCC Clerk's Office webpage: http://www.scc.virginia.gov/clk/formfee.aspx http://www.scc.virginia.gov/clk/uccfile.aspx
7	Will a conference number be provided for the Pre-proposal Conference on December 10th?	Yes, a conference number and instructions will be provided to interested parties requesting to attend via teleconference. This additional information has been included in the Addendum#1 to this RFP issued/posted on December 5, 2013.